

Municipality Of Chatham-Kent

Corporate Services

Municipal Governance

To: Mayor and Members of Council
From: Judy Smith, Director, Municipal Governance/Clerk
Date: March 24, 2021
Subject: Amending Appointment By-law

Recommendation

It is recommended that:

1. A by-law to amend By-law 17-2020 to appoint Deputy Division Registrars and Deputy Issuers of Marriage Licenses be approved.

Background

Section 224 (d), of the Municipal Act, R.S.O. 2001, provides that Council ensures that administrative practices and procedures are in place to implement the decisions of council.

Section 228 (2) of the Municipal Act, R.S.O. 2001, provides that a municipality may appoint deputy clerks who have all the powers and duties of the clerk under this and any other Act.

Comments

Due to staff changes, amendments to the by-law are required. (Attached)

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

No other department was consulted.

Financial Implications

There are no financial implications at this time.

Prepared by:

Reviewed by:

Judy Smith, CMO
Director, Municipal Governance/Clerk

Cathy Hoffman, MPA, CHRL
General Manager, Corporate Services/
Chief Human Resource Officer

Attachment

1. Amending Bylaw 17-2020, a bylaw to appoint Deputy Division Registrars and Deputy Issuers of Marriage Licences be approved

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BY-LAW NUMBER 2021

Of The Corporation of the Municipality of Chatham-Kent

**A By-Law to Amend By-law 17-2020, to provide staff appointment
of Deputy Division Registrar and
Deputy Issuer of Marriage Licences for the
Corporation of the Municipality of Chatham-Kent**

Finally Passed the day of 2021

Whereas Section 224 (d), of the Municipal Act, R.S.O. 2001, provides that Council may appoint to ensure that administrative practices and procedures are in place to implement the decisions of council.

And Whereas the Council of the Corporation of the Municipality of Chatham-Kent deems it expedient to approve the appointments of Deputy Division Registrars.

Be it therefore enacted by the Municipal Council of the Municipality of Chatham-Kent as follows:

1. That by-law 17-2020 be amended to add the following as Deputy Division Registrar

Lobbestael, Katlin

2. That by-law 17-2020 be amended to add the following as Deputy Division Registrar and Deputy Issuer of Marriage Licences:

Fenton, Cassidy
Mohammed, Nisha
Volkes, Jenn

3. That by-law 17-2020 be amended to remove the following as Deputy Division Registrar and Deputy Issuer of Marriage Licences:

Hueni, Michelle
McCracken, Brian
Sabourin, Jennifer

This By-law shall come into full force and effect upon the final passing thereof.

Read a First, Second, and Third Time, this day of, 2021.

Mayor – Darrin Canniff

Clerk - Judy Smith